



**INVITATION TO BID  
CITY OF LITTLE ROCK  
ARKANSAS**

**SUBMIT BIDS TO:  
City Hall, Suite 300  
500 West Markham  
Little Rock, AR 72201  
Phone 501-371-4560**

<b>BID NUMBER:</b> <b>C15018</b>	<b>DATE ISSUED:</b> <b>8/16/15</b>	<b>DATE &amp; TIME OF BID OPENING:</b> <b>9/8/15 @ 2:00 PM</b>
<b>COMMODITY CLASSIFICATION:</b> <b>TRUCK TIRE RETREADING (RETREAD-15)</b>	<b>BUYER:</b> <b>Abdoul Kabaou</b>	<b>DELIVERY REQUIRED:</b> <b>Yes</b>
<b>F.O.B.:</b> <b>City of Little Rock Little Rock, AR 72201</b>	<b>PRE-BID MEETING:</b> <b>None</b>	<b>BIDDERS DELIVERY DATE:</b>

It is the intent of this Invitation to Bid to solicit and obtain competitive bids in order to establish an annual contract for the supply and service of rented portable toilets at various locations for the City of Little Rock.

**AS PER ATTACHED SPECIFICATIONS.**

**For additional information contact Thelton Cobb @ 501-918-4213.**

**If you are obtaining this bid from our website, please be reminded that addendums may occur. It is therefore advisable that you review our listings for attachments including any changes to the bid.**

**CASH DISCOUNT \_\_\_\_\_%\_\_\_\_\_**

**EXECUTION OF BID**

Upon signing this Bid, the bidder certifies that they have read and agree to the requirements set forth in this bid proposal including specifications, conditions and pertinent information regarding the articles being bid on, and agree to furnish these articles at the price stated.

<b>UNSIGNED BIDS WILL BE REJECTED BIDS MUST BE SEALED FAXED BIDS WILL NOT BE ACCEPTED</b>		
<b>NAME OF FIRM:</b>	<b>PHONE NUMBER:</b>	<b>FAX NUMBER:</b>
<b>BUSINESS ADDRESS:</b>	<b>CITY:</b>	<b>STATE &amp; ZIP:</b>
<b>SIGNATURE OF AUTHORIZED PERSON:</b>	<b>TITLE:</b>	<b>DATE:</b>

**CITY OF LITTLE ROCK  
FLEET SERVICES DEPARTMENT  
3314 J. E. DAVIS DRIVE  
LITTLE ROCK, AR 72209**

**SPECIFICATION#: (RETREAD-15) TRUCK TIRE RETREADING**

**1. GENERAL -**

- 1.1 The intent of this specification is to solicit bids to establish an “Annual Purchase Order” for Tire Retreading as specified by the City of Little Rock.
- 1.2 Bids must be submitted on the attached forms or bids will be rejected as incomplete.
- 1.3 The City of Little Rock Fleet Services reserves the right to inspect the facilities, business references, and qualifications of any bidder. Bids may be rejected if found lacking in any of the areas necessary to assure acceptable service and product performance.
- 1.4 Potential bidders shall be qualified on the Federal Qualified Products List. Potential bidders should also be certified by a retread association and retread supplies must meet the terms of Federal specification ZZ-T-441H (or most current version).
- 1.5 Unsatisfactory service during the contract will be grounds for cancellation of the contract.
- 1.6 This contract will be for one (1) year from date of bid award. Upon agreement of both parties, the contract may be extended three (2) additional years.
- 1.7 Detailed warranty information must be enclosed for items bid or the bid may be considered incomplete.
- 1.8 All bids must meet or exceed the minimum requirements or they will be deemed incomplete and may be rejected.
- 1.9 In the event the successful bidder receives a price increase from his/her supplier, the price increase may be passed on to the City. A thirty day notice is required prior to any price increase. New price list must be furnished at the time of notification.
- 1.10 The City of Little Rock reserves the right to purchase from other sources, those items which are required on an emergency pick up basis and cannot be supplied immediately from stock by the Contractor.

**2. MINIMUM SPECIFICATIONS -**

- 2.1 PICK-UP AND ACCEPTANCE:
  - a.\_\_\_\_ All pick up and delivery costs shall be assumed by the contractor.
  - b.\_\_\_\_ Any casing deemed unusable at the vendor’s plant must be returned to its pickup point with a NRC (Non-Retreadable Casing) tag (document).
  - c.\_\_\_\_ The NRC tag, using the tire casing number as the identifier, shall list all information as to why the tire casing was rejected and shall accompany each casing classified as a NRC upon its return to the City

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- d.\_\_\_\_ All tires are to be picked up and returned at one time. Contractor will not be called to pick up tires unless a minimum of five (5) tires are ready for pick up.
- e.\_\_\_\_ Contractor shall pick up tire casings within two (2) working days after notification. All work performed, including inspection, repair/retreading, and returned to Fleet Services will be completed within a seven (7) calendar day period
- f.\_\_\_\_ All pick up and delivery service will be during normal work hours, 7:00 AM to 2:30 PM, Monday through Friday.
- g.\_\_\_\_ Tires that are owned by the City to be picked up are required to be recorded by serial number / DOT on the pickup and delivery sheet. This will insure the City receives it's own tires
- h.\_\_\_\_ When necessary repairs/retreading and NRC's have been completed, the contractor will return all tires to Fleet Services along with a printed report of the results of the inspection and repairs made to the tires. Tires shall be prepared to insure safe delivery to destination while complying with the rules and regulations applicable to the mode of transportation.

**2.2 RECEIVING AND INSPECTION:**

- a.\_\_\_\_ Retreaded tires received may, at the City's discretion, be visually inspected or otherwise inspected using non-destructive techniques to ascertain acceptability.
- b.\_\_\_\_ Contractor's Retread Facility may be inspected at the City's discretion to insure that contractor is complying with the retread methods specified in the City's specification.

**2.3 SERVICE:**

- a.\_\_\_\_ The City urges good tire maintenance practices. As may be necessary or desirable, the contractor will have qualified representatives able to visit Fleet Services to advise and assist in the application of good tire maintenance practices. List title, name and telephone number of at least two (2) trained service representatives who will be responsible for assistance to Fleet Services in instruction or information in proper tire maintenance practices:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Telephone Number

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**2.4 INSURANCE COVERAGE:**

- a.\_\_\_\_ Tires covered by this contract shall be protected against fire, vandalism, malicious mischief and theft while in the care, custody and control of the contractor.
- b.\_\_\_\_ If requested, the contractor shall furnish a certificate (s) of insurance certifying as to the above coverage. It is agreed that the coverage as stated will not be canceled during the life of this contract or any extensions.

**2.5 PRODUCT LIABILITY INSURANCE:**

- a.\_\_\_\_ Bidder is to furnish a certificate of insurance with a company duly licensed to do business in Arkansas, affording comprehensive general liability insurance coverage, including products liability insurance coverage, in the amount of one (1) million dollars per occurrence, effective throughout the life of the contract. Furthermore, any changes in coverage shall receive prior written approval from the City's Purchasing Office.

**2.6 SAMPLES:**

- a.\_\_\_\_ Bidders shall submit a sample(s) of rubber to be used in the retreading process. This will insure the City continues to receive the same brand rubber bid throughout the contract period.

**2.7 Product Quality:**

- a.\_\_\_\_ Parts supplied to the Fleet Services shall be rated as Commercial and/or Industrial Grade. Contractors shall bid their nationally known, first line, premium quality products.

**3. WARRANTY-**

- 3.1 All retreading/repairs completed by the vendor shall be warranted to be free from defects in workmanship and materials and to give satisfactory service under normal operating conditions for the tread life but no less than the applicable coverage period listed below and not more than two (2) years from the DOT date. To obtain credit, proof of purchase shall be the DOT code imprinted on the tire by the servicing dealer.
- 3.2 All warranted retread failures shall be credited for casing value, tread value and the retreading of the tire. Casing failure due to belt/cord separation shall be credited at the normal casing value of \_\_\_\_\_ plus the tread depth warranty remaining.  
(vendor supplied)
- 3.3 The City shall be credited for a retread and/or repair failing to deliver satisfactory service, due to conditions related to workmanship or materials according to the following percentage table:
- 3.4 Bidders shall submit a copy of their warranty with proposed bid.

Tread Depth Remaining  
100 to 80%

Credit To City  
100%

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79 to 60%	75%
59 to 40%	50%
39 to 20%	25%
19 to 0%	0%

- 3.5 Vendor agrees to recap any tire showing an open splice due to poor workmanship or materials at no charge to the City for 70% of the total tread life.
- 3.6 WARRANTY EXCLUSIONS:
- a.\_\_\_\_ Road Hazard - impact break, large cut, run on flat, curb cuts or wear-away, and excessive nail holes.
  - b.\_\_\_\_ Misalignment
  - c.\_\_\_\_ Improper inflation

***RETREADING PROCESS-***

- 3.7 Cold Process Tire Recapping: The rubber shall be Domestic Production Factory Cold Processed, pre-cured rubber at approximately 600-1400PSI; cured by direct pressure in a chamber structure with a maximum bonding temperature of 215 Degrees Fahrenheit. The rubber shall also be uniformly compounded and puncture resistant.
- 3.8 Hot Process Tire Recapping: The rubber used shall be of Domestic Production high quality, premium truck rubber; tire tread shall be a full tread.
- 3.9 Tire Retreading shall be one continuous section.
- 3.10 Tires are to be buffed, insuring that each casing is uniform in shape and size.
- 3.11 Tread depth – Lug should be flat and level across entire surface
- 3.12 Tread depth – No raised lip around the edge of the lug.
- 3.13 Inspection of all worn casings should be made using either electronic, holographic, x-ray or ultrasonic technology that can detect nail holes, belt separations or other internal flaws in the casing to be retreaded.
- 3.14 The casing is to be carefully measured to assure a perfect fit of the tread.
- 3.15 The maximum length of the tie-bar is to be one (1) inch.
- 3.16 Curing should take three (3) to four (4) hours at a temperature no greater than 250 degrees Fahrenheit.
- 3.17 A final inspection for separation and other flaws is to be performed while the tire is hot.

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3.18 Tire repairs are to be included during the inspection and preparation for retread process.

4. ***TREAD RUBBER-***

4.1 All rubber used in the retreading process will be of Bandag, Goodyear, Hercules or Oliver rubber and shall remain the same rubber manufacturer specified by the contractor throughout the duration of the contract. Please list the brand of rubber bid: \_\_\_\_\_

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**6     *PRICING-***

- 6.1 Please state clearly the price for each tire per each for the following requirements. Tire retreads bid will include all repair costs excluding section repairs in the total bid of each tire. Repairs shall include all nail hole repairs, small and large reinforcements, bead, and spot repair. Also, please state the exact tread name, which will be used to meet the specification given. Quoted prices shall remain firm for a period of not less than one (1) year. Quantities are estimates only, and do not guarantee actual number to be purchased.

**RECAPS WITH LISTED REPAIRS INCLUDED IN BID PRICE**

TIRE SIZE	TREAD REQUIREMENTS	-/32	EST. QTY	PRICE EACH	TREAD NAME
11R22.5	Hauler Lug	26/32	400		

- 6.2 Section Repairs shall not exceed \$35.00 per tire. If a recap is in need of repairs over thirty-five dollars, the City may request a replacement carcass. Please state repair cost for each section repair and each replacement carcass.

**CARCASS COST**

**SECTION REPAIR**

11R22.5 (G LOAD RANGE) \$ \_\_\_\_\_ \$ \_\_\_\_\_

**7.   *BIDDERS RESPONSE-***

I have read and agree to comply with each of the above specifications and understand if being the lowest bidder, my bid will be analyzed in great detail prior to bid recommendations.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Company

\_\_\_\_\_  
Telephone #

TERMS AND STANDARD CONDITIONS  
CITY OF LITTLE ROCK, ARKANSAS  
PLEASE READ CAREFULLY

1. When submitting an "Invitation to Bid," the bidder warrants that the commodities covered by the bid shall be free from defects in material and workmanship under normal use and service. In addition bidder must deliver new commodities of the latest design and model, unless otherwise specified in the "Invitation to Bid."
2. Prices quoted are to be net prices, and when an error is made in extending total prices, the City may accept the bid for the lesser amount whether reflected by extension or by the correct multiple of the unit price.
3. Discounts offered will be taken when the City qualifies for such. The beginning date for computing discounts will be the date of invoice or the date of delivery and acceptance, whichever is later.
4. When bidding other than the brand and/or model specified in the "Invitation to Bid," the brand and/or model number must be stated by the item in the "Invitation to Bid," and descriptive literature be submitted with the bid.
5. The City reserves the right to reject any and all bids.
6. The Purchasing office reserves the right to award items, all or none, or by line items (s).
7. Quality, time and probability of performance may be factors in making an award.
8. Bid quotes submitted will remain firm for 30 calendar days from bid opening date; however, the prices may remain firm for a longer period of time if mutually agreeable between bidder and the City Purchasing Division.
9. Bidder must submit a completed, signed copy of the front page of the "Invitation to Bid," and must submit any other information required in the "Invitation to Bid".
- 10. As a condition for doing business with the City of Little Rock, the contractor shall not discriminate on the basis of race, color, creed, religion, sex, national origin, age, disability, marital status, sexual orientation, gender identity, or genetic information and shall require such compliance in agreements with subcontractors and sub-subcontractors.**
11. Sales or Use Tax is not to be included in the bid price, but is to be added by the vendor to the invoice billing to the City. Although Use Tax is not to be included in the bid, vendors are to register and pay tax direct to the Arkansas State Revenue Department.
12. Prices quoted shall be "Free on Board" (F.O.B.) to destination at designated City facility in Little Rock. Charges may not be added after the bid is opened.
13. In the event of two or more identical low bids, the contract may be awarded arbitrarily or for any reason to any of such bidders or split in any proportion between them at the discretion of the Purchasing Division.
14. Specifications furnished with this Invitation are intended to establish a desired quality or performance level, or other minimum dimensions and capacities, which will provide the best product available at the lowest possible price, other than designated brands and/or models approved as equal to designed products shall receive equal consideration.
15. Samples of items when required must be furnished free, and, if not called for within 30 days from date of bid opening, will become property of the City.
16. Bids received after stated time for opening will not be considered.
17. Guarantees and warranties should be submitted with the bid, as they may be a consideration in making an award.



## 18. CONSTRUCTION

- A. When noted, the Contractor is to supply the City with evidence of having and maintaining proper and complete insurance, specifically Workman's Compensation Insurance in accordance with the laws of the State of Arkansas, Public Liability and Property Damage. All premiums and cost shall be paid by the Contractor; in no way will the City be responsible in case of accident.
  - B. When noted, a certified check or bid bond in the amount of 5% of total bid shall accompany bid.
  - C. A Performance Bond equaling the total amount of any bid exceeding \$20,000 must be provided for any contract for the repair, alteration or erection of any public building, public structure or public improvement (pursuant to Act 351 of 1953 as amended by Act 539 of 1979).
19. Liquidated Damages shall be assessed beginning on the first day following the maximum delivery or completion time entered on the bid form and/or provided for by the plans and specifications.
20. Any ambiguity in any bid as the result of omission, error, lack of clarity or non-compliance by the bidder with specifications, instructions and all conditions of bidding shall be construed in the light most favorable to the City.
21. The bid number should be stated on the face of the sealed bid envelope. If it is not, the envelope will have to be opened to identify.
22. Attention is called to the fact that not less than the minimum prevailing salaries and wages as set forth in the contract documents must be paid on the project if applicable.
23. The City of Little Rock encourages participation of small, minority, and woman own business enterprises in the procurement of goods, services, professional services, and construction, either as a general contractor or sub-contractor. It is further requested that whenever possible, majority contractors who require sub-contractors, seek qualified small, minority, and woman businesses to partner with them.